MEMORANDUM FOR: Chief, Plans and Programs Staff, OL

SUBJECT : Discontinue Objective

REFERENCE : Objective C57810 - Establish a Capital Improvements and

Equipment Replacement Acquisition Plan in Conjunction with HEB/RE&CD and GSA Related to the new Standard

Level User Charge (SLUC) Procedures

1. In working up the milestones for the referenced objective, it was determined that very few capital improvements and equipment replacement acquisitions are budgeted for and processed by Real Estate and Construction Division (RE&CD) and Space Maintenance and Facilities Branch (SM&FB) through General Services Administration (GSA). The majority of work requests consists of projects which are handled on a day-to-day basis. These projects vary from minor to major work orders which are accomplished mostly through GSA on a short- and long-term basis. Most of these projects are budgeted and planned for in advance, a small portion being processed on an ad hoc basis depending on the priority.

- 2. RE&CD branches and SM&FB presently maintain a weekly status report listing all projects that are in the planning or working stages. This report is utilized to provide management with a complete listing of all projects and the current status of each. Project officers are assigned to each project as originated, and they are responsible for the projects until completed. The source of funds is determined by the office responsible for submitting the work order to GSA.
- 3. To eliminate additional reporting and not duplicate the present reporting system which is providing sufficient information to management, it is requested that the referenced objective be discontinued. \blacktriangleleft

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Chief, Logistics Services Division
Office of Logistics

cc: RE&CD/OL

Concus - Cancel further separate
reporting on this.

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ROUTING AND RECORD SHEET			
SUBJECT: (Optional)			
Discontinue Objective		EXTENSION	NO.
FROM: C/SM&FB/LSD/OL 1J45 Hdqs.			DATE 5 May 1975
TO: (Officer designation, room number, and building)	DAT	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
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